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6	TUESDAY, MAY 19th, 2020		
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9	LOCATION:		
10	VIA TELECONFERENCE		
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13	APPEARANCES:		
14			
15	JAMES WINTERMANTLE, Chairman - absent		
16	THOMAS TANSITS, Vice Chairman		
17	JOSEPH MATYJEVICH		
18	MICHAEL SALERNO		
19	JACK HARRINGTON		
20			
21	TODD A. JOHNS, ESQUIRE - EXECUTIVE DIRECTOR/SOLICITOR		
22			
23			
24	MARIA McCOOL, RPR		
25	OFFICIAL COURT REPORTER		

ATTY. JOHNS: All right. It's 6:03.

And if you'd like to start, just for the purposes of the record, this is Todd Johns,

Authority. This is our regular meeting

Executive Director for Scranton Parking

scheduled for May 19th.

It is being held telephonically as a result of our global health crisis. And such a meeting being held telephonically is permissible under the revised guidelines set forth by the Pennsylvania Open Records Law.

pandemic, public agencies that are subject to the Sunshine Act such as the Scranton Parking Authority and other public entities are permitted to hold public meetings by teleconference or videoconference until such time as it is more feasible to do them in person.

The meeting is being held
telephonically pursuant to the Open Records Act
and the Sunshine law. The meeting being held
telephonically was placed as a notice on the
Scranton -- City of Scranton website under the
Scranton Parking Authority, has provided for

the call-in number and the pin number for individuals who wish to participate in the meeting.

And the agenda for the meeting, the proposed resolution to be considered by the Board for the meeting and the PowerPoint presentation to be made by either Mr. Trevisani Or Mr. Sweet was also placed on the meeting website -- or for the City of Scranton website.

And just for purposes of the record, all members of the Scranton Parking Authority Board of Directors were provided copies in advance of the proposed resolution, the meeting agenda and the PowerPoint presentation that's being presented.

So they should all have that in their possession. With that housekeeping being placed on the record, I will simply turn the meeting over pursuant to the agenda to -- I don't believe Chairman Wintermantle has been able to join us as of yet. So we're going to have the meeting chaired by the Vice Chairman, Mr. Tansits.

And we'll start with the Pledge of Allegiance. So if everyone wherever they are

would stand and state the pledge.

(Pledge of Allegiance.)

ATTY. JOHNS: And we will call the meeting to order. I will do a roll call.

Mr. Matyjevich.

MR. MATYJEVICH: Present.

ATTY. JOHNS: Mr. Tansits.

MR. TANSITS: Present.

ATTY. JOHNS: Mr. Harrington.

MR. HARRINGTON: Present.

ATTY. JOHNS: Mr. Wintermantle. And Mr. Salerno.

MR. SALERNO: Present.

ATTY. JOHNS: All right. Gentleman, at this point, I will turn the meeting over to Mr. Sweet and Mr. Trevisani for purposes of the presentation. And then we'll get to the introduction of the single resolution that we're covering at tonight's meeting.

MR. SWEET: Todd, this is Robert Bud
Sweet of CDPS, Communities Development
Properties of Scranton. Just the one
housekeeping item before we get into the

agenda, it was mentioned earlier. But I want it officially on the record.

Even though the meeting is being held telephonically, Maria will be taking down notes as she does at every meeting. So when you make a comment or ask a question if you could enunciate and identify yourself and/or what organization you represent.

If you're a private citizen, give your name and identify yourself as a private citizen. For our purposes, Mr. Trevisani and myself will identify ourselves as members of CDPS and it will make it easier on Maria.

She doesn't have the benefit of asking us to repeat ourselves or making eye contact and so on and so forth in this format. So thank you for your cooperation in this regard.

ATTY. JOHNS: And, Mr. Sweet, just for purposes of the record, a transcript of this hearing will be placed upon the City of Scranton's website in accordance with the meeting being held telephonically pursuant to the Office of Open Records and the Sunshine Act to provide any citizen that was not able to

participate in today's hearing to see what business was transpired during the meeting. With that I will go back to Mr. Sweet. Thank you.

MR. SWEET: Thank you, Mr. Johns. I think the first order tonight is to go through the PowerPoint presentation. Mr. Trevisani can talk about the highlights of that. And I thought that we'd go through the slides, just some updates since our last presentation back in February at the first regular board meeting for the year.

And he could also give us a sense of what we can expect in the coming months, again, you know, given the unprecedented public health emergency. So, Mr. Trevisani, if you could please start.

MR. TREVISANI: Thank you. Thank
you, Bob. Thank you, Todd. This is Dave
Trevisani with the staff of Communities
Development Properties of Scranton, Inc. I
want to thank you all for being so flexible and
being able to accommodate this so we can
continue to do business in these unprecedented
times.

So again, thanks for your flexibility and your time tonight. I sent out a PowerPoint presentation, which is the matter at hand. But before I get into that, just a brief update. You know, needless to say, this pandemic has affected every business and CDPS is the same.

The parking system is no different without businesses downtown, folks not coming to work, needless to say we have no parkers, no transient parkers, no monthly parkers, nobody parking on the street. So we really have not been -- we're monitoring the situation closely.

We're obviously down on revenue. We cut staff. We furloughed employees just like everyone else that has had to do that due to business being down. Our expectation is that we will open back up for business officially. We're still operating. We're maintaining the garages. We have senior staff are coming into the office. We continue to operate the gate arms.

The meters on street still operate, although we've offered 30 minute free parking to support downtown businesses, folks coming

down to get takeout food, for example. What we'll likely do as this thing comes back online and following the state and the Governor's and local elected officials' lead is we'll probably -- since there isn't any traffic we haven't been issuing any tickets or citations.

So we'll probably start slowly in the next week or two issuing warnings to folks in anticipation of business opening back up in early mid June. And then be back in business in line with enforcement business, that is, back in line with when the official word is that the City of Scranton is going to allow people to go back to work and leave their homes.

So that's the plan. And we'll continue to monitor the situation. Obviously the finances are going to be affected. And we'll deal with that as we go. And how the impact of that will depend how fast business comes back in general and how that will affect our revenue and operations towards the year end.

But we'll stay close to that. We're staying close to our bondholders and the board.

And that's a quick update for you. But the business at hand today has to do with Electric City Parking Garage.

The garage has been -- well, maybe

I'll start at the presentation here to walk you
through this. It shouldn't take that long.

Most of you know a lot of these details. But I
thought I'd start with a little bit of
background and then get to the actual business.

The second slide is really just a designation of the five garages in the downtown Scranton and including the Steamtown Parking Garage. You see the Electric City Garage over to the center left in that diagram.

It's actually located obviously, a very important location and very well used, especially now because the county has relocated its offices to the Globe Store. The garage was built in the 50s. It was expanded in the 90s. There's a total of 658 spaces.

Obviously the older portion of the garage is in much worse shape than the newer portion of the garage. Most of the work will be done in the older portion of the garage.

The ownership structure -- and this is the

transaction that took place in 2016.

Just to give you a little bit of background, the garage is owned by Steamtown 300, which was sold to Steamtown 300 by the SPA back in August of 2016.

And then they assigned it the company that's called Electric City Parking Company or ECPC. And they leased that garage back to the SPA. And the SPA in conjunction with all the other garages entered into a concession agreement/lease agreement with the CDPS, our entity.

responsibilities of that lease are now our obligation, CDPS's obligation. We manage the garage. We operate the garage. We hired IBM to manage the operations.

So from the public's perspective, it looks like one system. So regardless of the ownership structure, the public parks in the garage as they would and they are operated the same way. The difference is, ECPC, the Electric City Parking Company was responsible for capital improvements and maintenance.

There was a study done in 2016 that

provides cost estimates and in the documentation, the project was supposed to be completed last September, September, 2019, so 36 months or three years. Things have been going pretty slowly and really why this is in front of you today is because it's a (inaudible) project and that September 29th date is gone from the documents.

We need to officially extend that date to allow for any of the money that's been set aside to pay for the garage renovations and to be drawn from the trustee. So the trustee needs to have a document signed by our Board, CDPS Board, the SPA, and Mr. Basalyga the owner of ECPC in order for any more money to flow to pay for bills.

We're at that point where the garage is ready to be starting construction again now that it's Spring. And in order to be able to get them started, we need to have this approved.

These next couple slides are just some pictures to give you the extent of the condition of the older portion of the garage.

Some work has been done. And I'll show you

some pictures of those. This is a picture of the top deck. You could see where some work has started.

They're jackhammering out the concrete. You could see the bars are exposed. The next slide there on slide six is another picture of the condition of the top deck of the garage. It's really heavy-duty work. They need to chip out all that concrete, replace the bars that have been rusted out and re-pour the decks.

The next is the deck below. You could see there's some open areas, the water pooling. Again, all that needs to be taken care of before we can use the garage. This is just again the upper floor, some graffiti that needs to be taken care of.

The older portion of the garage has been closed -- not closed because the exits of the garage -- there's only one exit from the garage and it goes out onto Spruce Street. So we moved all the cars from the older portion of the garage due to its condition to the newer portion and then created an exit lane so the folks could get out of the garage safely but

not have to park on that side of the garage.

The next slide on slide nine is some work that has been done. It's the stairways will be painted, repaired, railings. The next slide is some of the work that's been done in the elevator on the Spruce Street elevator is brand new on the left-hand side. That was all done and paid for by the owner.

The right-hand side is the shared lobby which our elevator leading up to our upper floors of the garage are shared with the movie theater lobby that you see there to the right. So here is sort of a summary where -- of where we are with the budget.

This is an updated budget recently done within the last couple of months which updated the 2016 study that was prepared by Desmond. There's definitely concrete repair obviously is the bigger item, doors, painting, signage, elevators, plumbing, electric, lighting, general construction. This is a full renovation of both sides of the garage.

Most of the work is being done on the old side and the new side is really going to be mostly painting, some repair work, some lighting, etc. Where that money comes from, in 2016 the agreement was that we, CDPS as part of the financing would set aside 2.8 million dollars -- you'll see that CDPS 2.8 million -- which would -- at the time was 60 percent of the estimated renovation cost of the garage. The owner was going to pay the difference which at the time was 40 percent.

Costs have gone up a little bit. So we're still at 2.8 million dollars. And then ECPC is responsible to pay for the rest. So this is the budget that is presented to us as the operator. And since we're paying 2.8 million dollars for -- towards the renovation, the owner needs to keep us involved in the costs, the updates. We will be monitoring construction as well to make sure that the garage is being done according to the scope so that we can operate it safely for the general public.

The next slide gives you a current status. The lighting has been upgraded to LED. The Spruce Street elevator has been completed. You saw some of the slides of some of the demo that's been done. The engineering is done.

The drawings are about completed.

The total money spent to date is -dollars to date is \$970,000. And that was
split 60/40. We shared -- CDPS shared 60
percent of that amount from the 2.8 million
dollars that we had set aside. The owner paid
the balance.

And in addition to that due to some of the delays, we have a provision in our lease called the Self Help provision. Because things have been slow, we have gone in and made some emergency repairs. And those repairs really were to keep the garage safe.

We secured the top two decks to prevent kids from playing up there, to prevent cars from going up there. We felt that that was important and it was in our rights to do. We moved all the vehicles to the lower portion of the garage. We created a safe exit lane because the only way to get out of the garage was on the Spruce Street side. So we had to go through the old garage to get out -- or the public did.

And any overflow vehicles were directed to the mall garage in case we were

full on the new side. It hasn't been a problem yet. We still have space on the new side. We have a lot of space right now. But under normal circumstances we were fine. We really had enough space on the new side for all the folks who wanted to park there.

So that's really the update. And now again, the reason we're here is the owner wants to start construction again. They secured the services of a contractor. I'm going to get the name here in a minute. And this a contractor that based in Newark, New Jersey who has a lot of experience in contract rehabilitation of garages of this nature.

And they're name is Jesan. And we met them. Desmond, our project engineer knows them. They've done work together before. So that was encouraging to us just as a credible contractor and had the experience to be able to do this and do this job right. So that was a good sign.

So the owner's ready to start construction again. And in order for them to do that to get paid, we needed this form of approval of the extension so the trustee who's

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holding our money can pay for bills as we submit them. We can pay our 60 percent share.

Now, our board of directors -- well, back up. ECPC requested an extension to December 31st, 2020. They felt they could expedite this, get it done by the end of the year. This was back in February. So they thought they could get it completed by the end of the year.

With the stop of construction, with the pandemic on us and the construction being stopped, they came back and said we're going to need a little extra time. So we went back and they requested us to approve an extension to April 30th.

Our board, the CDPS board approved in our February board meeting an extension until December 31, and then in April approved an extension through April 30th of 2021. So it gives them about a year, a little less than a year to complete the construction which we all think is sufficient time.

Now, that extension in working with the owner, that extension we were fine with that extension. We were happy that the owner

was ready to begin construction again. But we agreed that -- we would agree to the extension if it were approved, the scope of work which we have done.

We approved the schedule of values which was the cost by line item which we have done. And then we would have engineering oversight of the project which we will have and that any money that we spent due to making emergency repairs and we would get reimbursed for.

So the owners agree to all of those things. And the only thing that we need to do now is get approval of the CDPS Board which we have done; and then, of course, this body before we can give the authorization for the trustee to pay bills again and for them to start construction.

So there you have it. I think I'll pause there or stop there and see if there is any questions.

ATTY. JOHNS: This is Todd Johns.

Thank you, Mr. Trevisani. Do any members of the Board have any questions?

MR. MATYJEVICH: Mr. Johns, this is

Joe Matyjevich, one question. I know there was this -- a topic of this garage has been at City Council meetings in the past. And I just don't know if it has been -- this information has been shared with City Council or will it be shared with City Council so that they're involved and will they know exactly what's going on with an asset of the Parking Authority, which we're an authority of the City of Scranton.

I know there's been, you know, cooperation between both bodies. If we have not already done, we owe it to them to provide them this update as well.

MR. TREVISANI: That's a very good question. We have quarterly updates that we make to the common council every quarter. The last one that we made I think was in -- I think it was in March or late February where we provided this update.

And our CDPS Board acted on the -on this extension shortly thereafter. And
also, the president of the common council,
Mr. Gaughan sits on the CDPS Board. So he gets
this information both at the council meeting

updates on a quarterly basis, and he actually is a member of the Board along with the City Comptroller and the Mayor's representative. So they actually see this firsthand. And that was Dave Trevisani, I'm sorry. Good question, Joe. Thank you.

ATTY. JOHNS: This is Todd Johns.

Any other questions from members of the Board?

MR. SALERNO: This is Mike Salerno.

Just one question, I know you mentioned that because of the delay of the construction, of course, some of the costs have changed.

And I don't know if I fully understood the 60/40 split. Now with the additional costs, does that 60/40 split still remain the same or was the initial outlay from CDPS the total outlay that will be put into the project?

MR. TREVISANI: That's a great question. Our investment was 60/40 based on estimates that were done in 2016. As you said, as costs have escalated, our responsibility is the 2.8 million that we set aside. The owner is responsible for everything over and above that.

We actually have personal guarantees and corporate guarantees to finish the garage and our adjustments capped the amount of money set aside, the point eight.

MR. SALERNO: Okay, again, Mike
Salerno. Thank you very much for asking -- I'm
sorry, answering that question.

MR. TREVISANI: Thank you, Mike. Good question.

ATTY. JOHNS: Just for purposes of the record off topic of what Mr. Trevisani just discussed, I just want to place on the record that I believe the reason that -- Chairman Wintermantle is not present at the meeting lies with me because of the change with the meeting being made by teleconference rather than in person.

I may not have been able to get him the notice of the meeting in time by mail. So I just want the record to reflect that if there is any reason that Mr. Wintermantle is not present at the meeting, it falls to me as Executive Director as I do not -- with my limited staffing and the current restrictions placed on this, that I may not have gotten him

timely notice.

So I will take responsibility for that. I don't want it to reflect on Mr. Wintermantle not being present. He's always been present at every meeting. And if there's a reason he's not present it may be because of me. I just want that placed on record.

With that, Mr. Vice Chairman, I believe this should be the appropriate point for me to read into the record -- and I will provide Miss McCool with a copy of the resolution that was previously forwarded to the Board Members and posted on the City of Scranton website.

A resolution of the City of Scranton
Parking Authority, Scranton, Pennsylvania to
authorize Todd A. Johns, Esquire, SPA Executive
Director to execute any and all documents
associated with the construction escrow
agreement extension between the City of
Scranton Parking Authority, Electric City
Parking Company, LLC, Community Development
Properties of Scranton, Inc., on behalf the
Scranton Parking Authority.

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Whereas the Authority hereby formally authorizes Todd A. Johns, Esquire, SPA Executive Director to executive any and all documents associated with the construction escrow agreement extension on behalf of the Scranton Parking Authority as presented at the Board's regular meeting held on May 19th, 2020 adopted by at least a majority of the Authority on this 19th day of May, 2020.

And, Mr. Vice Chairman, at this point, this would be the point in the meeting where we would open it up to any public question or comment regarding either the resolution that's been presented or the presentation made by Mr. Trevisani and Mr. Sweet.

So I guess this would be the time to ask if there is any public comment or questions for the Board or Mr. Trevisani or Mr. Sweet or myself.

MS. SCHUMACHER: Yes, how do you do that?

ATTY. JOHNS: Excuse me?

MS. SCHUMACHER: This is Marie

Schumacher. I just -- I thought I needed to --

MR. SWEET: Hi, Marie.

MS. SCHUMACHER: I thought I needed a pin to speak because it asked when I logged in --

ATTY. JOHNS: No. Go ahead.

MR. SWEET: Once you put the access code in, Marie, you're --

MS. SCHUMACHER: Okay. Okay. So you just want to read the questions that I had or do you want me to do it?

ATTY. JOHNS: I forwarded them to Mr. Trevisani and Mr. Sweet yesterday. So I received two questions from Miss Schumacher yesterday regarding issues with the management of the parking system.

They're not necessarily germane to the current resolution. But they were two issues she wanted to have addressed. So, Bud or Dave, I don't know if you're in a position to address the questions.

MR. TREVISANI: I can. I'm looking for the e-mail, Todd, or unless you want to state them.

MS. SCHUMACHER: Oh, sure.

MR. SWEET: I sent them to you at

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12:43 yesterday, Dave, if that helps you.

MR. TREVISANI: Okay. Let me look for this.

MR. SWEET: I Just resent them.

MR. TREVISANI: Okay, great. Thank you, Bud. Marie, it says, "It had much information such as the outside operator of the parking system had agreed to provide the first 30 minute of street parking free to help businesses that remain open to conduct retail operations and takeout commerce."

And during the press conference, the Mayor announced street parking will be free going forward at least during coronavirus crisis. The Mayor did mention as is the case that parking would be free until further notice.

And I did mention at the start of this presentation that we did to accommodate small businesses and especially restaurants during this time that we would offer 30 minutes free parking to be -- to support the community.

And we stand by that. And as far as the free parking, that will be -- it will start enforcement, I should say, when parking --

when the City goes back to business as usual. We expect that to be in early June.

There really isn't any customers right now as it is. We think we would be doing any enforcement if we had to.

MS. SCHUMACHER: Okay. Thank you on that one. Yep.

MR. TREVISANI: And there's a question of the operator of the parking system provided this at no expense to the City and is the City permitted reimburse the operator? I guess I'm not understanding.

MS. SCHUMACHER: Oh, well, since the Mayor -- since you guys had offered the 30 minutes and the Mayor said, you know, it was carte blanche for parking downtown, I didn't know if we the City had committed to paying the balance if (inaudible) still people parking there during the day.

MR. TREVISANI: No. There was no arrangement to that. It really was a practical decision. There really was no customers. So that's really what it came down to.

And the next question was where did the Authority obtain their operating budget?

Are you referring to CDPS operating budget or the Parking Authority?

MS. SCHUMACHER: The Parking

Authority itself. I just wondered if you were using the money that was put in the escrow account that we had to share a certain portion of the repairs of Electric City Garage.

MR. TREVISANI: All of those funds are funds that we borrowed as part of the transaction in 2016. So those monies were set aside at that point in time. So none of these monies are the Parking Authority's monies.

These were all monies that were borrowed which were part of the concession lease agreement.

MS. SCHUMACHER: Okay. Thank you.

ATTY. JOHNS: Is there any other questions? Go ahead, Bud.

MR. SWEET: Yeah, I just want to let you -- Maria, I know you're busy taking notes, but I forwarded Marie Schumacher's questions to you for the record. So I e-mailed those to you so you have those.

ATTY. JOHNS: Is there any other questions from the public regarding this resolution? Is there a motion to vote on the

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resolution to authorize the Executive Director to execute the documents necessary to enter into the extension of the construction agreement?

MR. MATYJEVICH: This is Joe Matyjevich. I make that motion.

ATTY. JOHNS: Is there a second?

MR. HARRINGTON: This is Jack

Harrington. Second.

ATTY. JOHNS: Okay. I will now do a roll call vote to approve the resolution. Mr. Matyjevich.

MR. MATYJEVICH: Yes.

ATTY. JOHNS: Mr. Tansits.

MR. TANSITS: Yes.

ATTY. JOHNS: Mr. Harrington.

MR. HARRINGTON: Yes.

ATTY. JOHNS: Mr. Salerno.

MR. SALERNO: Yes.

ATTY. JOHNS: Okay. For purposes of the record, the resolution has been passed by a vote of 4 to 0 by at least a majority of the Board. With that, the public comment portion of the agenda has been taken care of.

I have no new business. Mr. Vice

Chairman or any members of the Board, does anyone have any new business?

MR. MATYJEVICH: Mr. Johns, Joe
Matyjevich, I have one point of order or one
point of clarification maybe for Mr. Sweet. I
do remember in the last meeting that Chairman
Wintermantle talked about the flag on one of
our garages.

MR. SWEET: Yes, he talked about putting a flag on Casey so -- on all the garages for that matter. And the reason there isn't one up on Casey is because there isn't a pole. And to put a pole up, it would be a pretty tricky dangerous endeavor.

And so we have to find a way to fly the flag from Casey that's not a safety hazard. We've already had one fall off the garages. We don't want a second (inaudible.)

MR. MATYJEVICH: Yeah, I was wondering if anyone took notice of the Sunday Times. I don't know if that's our garage or not. I guess this past Sunday -- and something should be done on page C2 of the Sunday Times it showed a tattered American flag flying above the Linden Street garage in downtown, Scranton.

1 I'm not sure if that picture was 2 taken before the flag was replaced or not. But 3 if not, maybe we can check that one out. 4 MR. SWEET: Sure. 5 MR. TREVISANI: I thought we did 6 replace it. That's interesting if that's an 7 old flag. That could be an 8 MR. MATYJEVICH: 9 old picture. I just saw it in this Sunday's 10 paper. 11 MR. TREVISANI: Okay. Thank you for 12 bringing it up. 13 MR. MATYJEVICH: No problem. That's 14 all I have, Mr. Johns. 15 ATTY. JOHNS: Thank you, 16 Mr. Matyjevich. Is there any old business? 17 Okay. All right. Do we have a motion to 18 adjourn? 19 MR. SALERNO: Mike Salerno, I'll 20 make a motion to adjourn. 21 MATYJEVICH: I'll make a MR. 22 motion. 23 ATTY. JOHNS: We have a motion by Mr. Salerno, seconded by Mr. Matyjevich. 24 A11. 25 those in favor?

MR. SALERNO: Aye. MR. MATYJEVICH: Aye. MR. HARRINGTON: Aye. MR. TANSITS: Aye. ATTY. JOHNS: By motion, the meeting of the Parking Authority is adjourned for purposes of the record. I would just ask if Mr. Matyjevich could stay on the line for a moment. Miss McCool, thank you so much for helping us tonight. 

## CERTIFICATE

I hereby certify that the proceedings and evidence are contained fully and accurately in the notes taken by me of the above-cause and that this copy is a correct transcript of the same to the best of my ability.

Maria McCool, RPR Official Court Reporter

(The foregoing certificate of this transcript does not apply to any reproduction of the same by any means unless under the direct control and/or supervision of the certifying reporter.)